



Inter-Parliamentary Union
For democracy. For everyone.

Fourth World Conference of Speakers of Parliament

United Nations Headquarters, New York
31 August to 2 September 2015



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18 August 2015

Note on UN Passes

All participants in the World Conference of Speakers of Parliament will require United Nations entry passes in order to access the Conference venue at UN Headquarters in New York

1. Speakers of Parliament and other Heads of national delegations

Speakers of Parliament will be issued with VIP photo passes.

Deputy Speakers and other Heads of delegation will be issued with Protocol photo passes.

To request VIP and Protocol passes, each Parliament must contact its Permanent Mission in New York. Parliaments must supply the Mission with a colour photo in jpeg format for each person entitled to such passes. The Mission will request VIP and Protocol passes from the UN Protocol Office and make them available for the visiting officials.

Please note that security officers accompanying Speakers of Parliament will need to receive UN clearance and passes, on the basis of formal requests submitted by the Permanent Mission. Only one security officer will be allowed access for each VIP, and absolutely no weapons will be permitted inside the UN compound.

VIP and Protocol pass-holders will not be subject to security screening upon entering the UN compound.

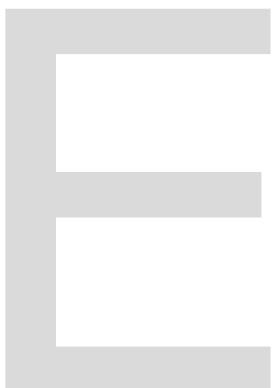
2. Observers and other members of national delegations

Representatives of parliamentary organizations attending the World Conference as Observers, as well as all other members of national delegations (Members of Parliament, staff and accompanying persons) will be issued non-photo UN temporary passes.

Based on the formal List of Participants (as registered by Parliaments and Observer Organizations), the IPU Office in New York will obtain all UN temporary passes and distribute them from Thursday, 27 August. The temporary passes can be collected from the IPU Office on behalf of participants by either parliamentary or Mission staff.

The IPU will have a special pass collection desk located on the ground floor of its offices in New York at 336 East 45th Street (Uganda House). The desk will be open from Thursday, 27 August to Monday, 31 August, from 9 a.m. to 6 p.m. (the desk will open at 8 a.m. on Monday, 31 August).

UN temporary– pass-holders will only be able to enter the UN compound through the UN Visitors' Entrance (46th Street and 1st Avenue) after passing security screening. Special lanes will be opened to expedite screening.



3. Media

Members of the media not already accredited to the United Nations will require accreditation and grounds passes to enter the United Nations compound.

To apply for accreditation, members of the media should provide a letter of assignment signed by their editor or bureau chief, and register online at www.un.org/en/media/accreditation/request.shtml.

Official parliamentary photographers and videographers will also require media accreditation. Relevant UN Missions should send an accreditation request on their behalf to the UN Media Accreditation and Liaison Unit (MALU). Grounds passes for the media should be collected from the United Nations Media Pass and ID Office.

Once inside the building, accredited members of the media can seek further guidance on media coverage from MALU. Further information about the media accreditation process, criteria, and liaison services is available at www.un.org/en/media/accreditation/